

**KINGSVIEW RIDGE COMMUNITY
ASSOCIATION, INC.
REGULAR MEETING MINUTES
October 5, 2016**

The Board of Directors of the Kingsview Ridge Community Association met at the Germantown Recreation Center on October 5, 2016 at 7:00pm.

Present:

David Brooks, President
Lori Teachum, Secretary
Ian Dodoo, Director
Carmen Celis, Director

Absent:

Jim Parker, Vice President
John DiNardo, Treasurer
Hari Singh, Director

Others Present:

Nancy Keen, Vangaurd Management
Shelly Henning, Recording Secretary
Bill Teachum, ACC

I. CALL TO ORDER

Mr. Brooks, President, called the regular meeting to order at 7:09pm with a quorum present.

II. MINUTES:

Reviewed and approved the minutes of the June 1, 2016 Board meeting.

Motion: To approve the minutes.

Dodoo/Brooks

Vote: Unanimous

III. HOMEOWNER FORUM:

Mr. Bill Teachum with the ACC discussed the roofing applications with the Board Members. Mr. Teachum stated if a homeowner is replacing a roof with what they had previously they do not need to submit an application. If the Homeowner is changing the color or design they must submit an application. Mr. Teachum also mentioned the ACC only has one active member.

IV. MANAGEMENT REPORT:

A. Election Of Officers:

The Board discussed that they would like to keep everyone in the same positions.

Motion: The Board members to maintain the same positions with no change.

Teachum/Dodoo

Vote: Unanimous

B. Grounds Maintenance Contract Renewal:

The renewal with PGC has increased \$2966.00 for 2017 and will remain the same cost for three years. If the Board would like to reduce the annual cost, the tree trimming of the single family street trees can be removed again and that would lower the cost by \$4,000.00. PGC has replaced the front entrance twice at no cost to the Association. The Board discussed that PGC has done a great job with snow removal also. The Board discussed replacing the sign off of Palmetto it is old and faded. A Board member would like to see improvements to grass cutting and trimming in the townhomes. Management had also obtained a bid from Mainscapes.

Motion: That we renew the contract as proposed with PGC.

Brooks/Dodoo

Vote: Unanimous

C. 2017 Operating Budget:

The budget proposes a 1% increase for the General Budget and a 10% increase for Townhomes for 2017. The Board approved the 2017 draft budget for distribution to the homeowners for comment. Under Montgomery County law, the draft budget must be sent to all homeowners for comment at least thirty days prior to final adoption by the Board. The draft budget was mailed to the homeowners on August 26, 2016. To date, there has been no homeowner comments received. Upon the Board's final budget approval, the assessment notice and new payment coupons will be mailed in November.

Motion: That we approve the budget.

Dodoo/Celis

Vote: Unanimous

D. Architectural Guideline Revision:

Mr. Brooks, Board President, made revisions to the Architectural Guidelines that he previously emailed to the Board. The Board discussed that they would like the Revision to be posted to the Web site. Management will also send out a postcard to the homeowners letting the homeowners know they can go to the web site to see the new guidelines. The Board stated that Homeowners may also post on the Web site but that the posting would have to be approved by a Board Member.

Motion: That we approve the revised Architectural Guidelines.

Dodoo/Teachum

Vote: Unanimous

Motion: That we approve sending out the postcard.

Brooks/Teachum

Vote: Unanimous

E. 2015 Audit:

Management presented a copy of the 2015 draft audited financial statement for the year ended December 31, 2015 by Goldklang Group for the Board's approval. A clean audit, there were not any issues.

Motion: To approve the audit.

Brooks/Dodoo

Vote: Unanimous

F. Hearings for Violations:

Two homeowners have Leland Cypress that are approximately 20 feet tall and have formed a natural fence. According to the Architectural Guidelines a fence may not be more than four feet tall.

1. *****

Installed landscaped border fencing without approval. The shrubs are at least 20 feet tall and have grown together as a natural fence. The Homeowner did not maintain it as keeping it from becoming a natural fence. The ACC did approve with certain stipulations that the Homeowner has ignored. The Homeowner did not attend the meeting. The Board discussed getting guidance from the Association's attorney.

2. ***:**

The Homeowners attended the meeting and want to work with the Board. The Board discussed the landscaping has become a natural fence and that this is not allowed. A Board member stated that he would stop by their home to help come up with a solution.

G. Mandatory Board Training:

The law requires mandatory training for ALL Board members. The law that went into effect on January 1, 2016 requires that all new Board members take a mandatory training course within 90 day of being elected and currently serving Board members must take the class within 90 days after being re-elected. The course can be accessed at <http://www.montgomerycountymd.gov/OCP/ccoc/training.html>

VI. OLD BUSINESS:

A. Townhome Area:

Management stated it would be 2019 before the streets could be repaved. The Reserve Study that we had done showed that the Association is way under-funded. In order to do a special assessment to pay for the projects sooner the Association would have to have a consensus of close to 80% of all the homes. A Board Member stated that the Townhomes area has a different feel to it. He would like to see; landscaping, litter clean-up, and the pot holes repaired.

VII. NEW BUSINESS:

The Board also discussed the possibility of replacing the sign from the Autumn Ridge to Kingsview name in the Townhome area. Management would check on cost.

VIII. ADJOURNMENT:

There being no additional business for the Board to conduct at this time, the Board meeting adjourned at 8:57pm.

Motion: To close the meeting.

Teachum/Dodoo

Vote: Unanimous

***NEXT MEETING:** The next meeting of the Board of Directors is scheduled for Wednesday, December 7, 2016 at 7:00pm.